



# Town of Groton - Public Works

## Meeting Minutes

### Permanent School Building Committee

134 Groton Long Point Rd  
Groton, CT 06340-4394  
Public Works  
Administration  
(860) 448-4083

**Chairman Rick DeMatto, Vice-Chairman W. Gordon Lange, Robert J. Austin-LaFrance, Richard Monteiro,  
Robert Morrison, David Russell, and John Webster.**

Thursday, January 5, 2006

7:00 PM

Town Hall Annex - Community Room 1

#### Regular Meeting

#### 1. ROLL CALL

Members Present: Chairman Rick DeMatto, Robert J. Austin-LaFrance, Richard Monteiro and David Russell  
Members Absent: Robert Morrison and John Webster

*Staff: Rick Norris, Project Manager-School Construction, Wes Greenleaf, Director of School Buildings and Grounds and Colleen Quattromani, Recorder.*

*Also present: David Miner, RTM Representative and Catherine Kolnaski, Town Councilor.*

*The meeting was called to order at 7:04 pm.*

#### 2. RECEIPT OF CITIZEN'S PETITIONS, COMMENTS AND CONCERNS

*None.*

#### 3. APPROVAL OF MINUTES

##### a) December 15, 2005

*A motion was made by Vice-Chairman Lange and seconded by Mr. Monteiro to accept the meeting minutes of December 15th with two additions. The motion carried unanimously.*

#### 4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

##### (a) PSBC Members

*None.*

##### (b) Department of Public Works staff

*Mr. Norris received a call from Theresa Jourdan, the Director of the Groton Housing Authority. All is set for connecting to the water supply for the Catherine Kolnaski School through the Housing Authority property. Mr. Norris and JCJ Architecture's consultant, PARE will make a visit to the site to finalize plans.*

*Mr. Norris has had several conversations with Gene Chamura, Chairman of the City of Groton Conservation Commission. The Town notified the City that the Catherine Kolnaski School project was within 500ft of wetlands in the City and has been asked to make a presentation of the project to the City Commission. JCJ Architecture and Mr. Norris will meet with the City Conservation Commission on February 7th to make a brief presentation and take their comments on the project.*

*Mr. Norris met with Dave Stygar of the CT DEP regarding the use of the Merrit property for temporary parking during the construction and renovation of Fitch High School. Mr. Stygar wants to see colored drawings of a future playfield and a letter requesting the use of part of the playfield area for parking.*

*The permit for Fitch High School was issued at the Inland Wetlands Agency meeting on December 14th. The permits for Northeast Academy and the Catherine Kolnaski schools were discussed during that meeting as well. On January 9th Mr. Norris and PARE Engineering will conduct a site walk of the Catherine Kolnaski School and the Northeast academy School sites to familiarize*

*the Inland/Wetlands Agency with the property.*

*RTM Representative, Syma Ebbin called Mr. Norris to ask if the project had looked into the use of geothermal technology and was told that the Architect had looked at the option but found it to be out to the Town's budget and would take twenty years to return the investment.*

*On January 6th, Mr. Norris, PARE Engineering and the Fire Marshall will meet with Aquarion to discuss the options for supplying fire fighting water at the Northeast Academy School. Mr. Norris reminded the Committee that the ZBA meeting for Northeast Academy variances was scheduled for January 11th.*

**(c) Board of Education staff**

*Mr. Greenleaf is looking into energy incentive programs offered by both CL&P and Groton Utilities for the school building projects. He reported notable savings from measures implemented in the past.*

*The Board of Education meets on January 9th and will vote on the school building plans. The plans will be judged in relation to the New England Association of Schools & Colleges requirements for school accreditation as well as how well they meet the educational specifications laid out in the referendum for the projects. During the meeting the Directors who participated in the project will talk about their part in the process. Mr. Greenleaf emphasized the concentration on academics in the building plans.*

*Mr. Greenleaf has been working with JCJ Architecture on finalizing the plans in the remedial spaces of the schools. Final plans should be complete on January 6th so that JCJ Architecture can begin their final review of the plans in preparation for meeting with the State which are scheduled as follows: on January 30th, the Catherine Kolanski School, on February 21st, the Northeast Academy School and on February 28th, Fitch High school.*

*Mr. Greenleaf will visit Stonington High School on January 12th to talk with their Technology Department.*

*The PSBC was told that space that will first be used for the school psychologist at the Northeast Academy School will eventually be a school based health center that will receive three quarters of it's funding from the State.*

*Mr. Greenleaf said that he is working on the wiring for Gilbane's construction trailer and believes the power should be installed by the end of next week.*

*After receiving the first ED046 submittal for the school building project the State has asked for revisions to the submittal. JCJ Architecture will work on the changes and was asked to prepare an updated eligible/ineligible cost worksheet.*

**(d) Jeter, Cook & Jepson**

*Mr. Celella, principal, JCJ Architecture talked at length to the PSBC on the internal PCT review that JCJ will conduct over the next several weeks in preparation for the State PCT, which is the basis for approval of the State grants for the school building projects. JCJ Architecture and it's consultants will make a page by page review of the design components before meeting with the State reviewer. Mr. Celella explained the State's approval process and the schedule the process will follow over the next several months.*

*Chairman DeMatto reminded Mr. Celella of the PSBC's three primary charges in the school building project: one that the plan meet the educational specifications, two that the building project fit the approved referendum budget and three that the project be completed as scheduled. At this time Chairman DeMatto said that he is comfortable with the progress in the first two areas,*

however, he asked for reassurance that the project is on schedule. Both Mr. Celella and Mr. Manning assured Chairman DeMatto that the project was on schedule. Mr. Celella further explained that JCJ's job captains were very experienced with the PCT process and expects to be well prepared for the meeting.

**(e) Gilbane Building Company**

Mr. Manning, Project Executive, Gilbane Building Company presented a complete construction schedule for each of the three schools. The schedules list the entire design, permitting, bidding and construction process. A feature of the schedule Mr. Manning highlighted was the "float" column which tells the amount of time an item can move before causing scheduling problems or delays to the construction schedule. Low or negative numbers in the "float" column show critical items to be addressed. Mr. Manning stressed that meeting the completion dates for each activity of the schedule now is critical. Mr. Manning had questions about the Flood Plain Management Permit application listed as an item to be completed and was told by Mr. Norris that the Town was not sure it had to complete the application as the State often takes the individual Town's acceptance of the issue. Both Mr. Celella and Mr. Norris said they would look into the DEP review issue.

Other items Gilbane has been working on include: the set up of the construction trailer at Fitch High School, which has received a mailing address for the site of 99 Groton Long Point Rd.; comments from Public Works staff on the Division 1 documents have been incorporated into the bid packages; and the Northeast Academy construction site plan has been submitted to Mr. Norris for review.

**5. UNFINISHED BUSINESS**

None.

**6. NEW BUSINESS**

Chairman DeMatto asked for several items to be added to the next PSBC agenda. At the January 19th meeting, the PSBC will discuss the development of school building project presentations for the schools once they have received State approval. The PSBC also will discuss the development of a construction progress reporting procedure for the projects. The Committee would like to take a progressive approach to getting news to the media and the public. It was noted that currently PSBC meeting minutes are available for review by the public on the Board of Education website, where viewers may also see plans and elevations of the projects.

**7. OTHER BUSINESS**

In other business, Mr. Celella informed the PSBC that as of January 1, 2006 Jeter, Cook & Jepson Architects, Inc is now officially named JCJ Architecture.

**8. ADJOURNMENT**

The meeting was adjourned at 8:50 pm.